

Villager Condo Association

Maintenance Responsibility

Villager has three categories for the elements of the property. They are:

- **General Common Area:** This is the property that is owned and maintained by the association.
- **Limited Common Area:** This is the property that is owned by the association, but is maintained by the homeowner because it is reserved for the exclusive use of one unit. Limited Common Area consists of balconies, porches, parking structures and garages, and heating equipment located in the crawlspace.
- **Unit:** The unit is owned and maintained by the individual unit owner. It is bounded by the interior surfaces of the perimeter walls. The unit is everything inside the perimeter of the exterior or shared walls and starts at the surface of the drywall and subfloor.
- **Owner's right with respect to interiors:** Each owner shall have the right to paint, repaint, tile, wax, paper or otherwise maintain, refinish and decorate the interior surfaces of the walls, ceilings, floors and doors forming the boundaries of their unit and all walls, ceilings floors and doors within such boundaries.
- **Maintenance of Interiors:** Each owner shall keep the interior of the unit, including interior walls, windows, glass, ceilings, floors and permanent fixtures in a clean, sanitary and attractive condition and good state of repair.
- **Common Area Modification:** If an owner wishes to alter any portion of the property outside of their unit's boundaries, they must submit a Common Area Modification Application (CAM) and get approval from the association.
- **If an owner modifies Common Area** the responsibility of maintenance for the modification may be placed on the homeowner.

Below is a chart to help you in determining what the association's responsibility is and what the homeowners is.

ITEM	ASSOC.	OWNER	CAM Required	REMARKS
Exterior				
Foundation	✓			
Exterior painting	✓			
Load-bearing walls	✓			
Exterior vents	✓			Any vent added after original construction is an owner responsibility
Windows		✓	✓	Owner is responsible for Maintenance and replacement. Replacement must be approved. Association cleans exterior biannually
Front Doors (including hardware)		✓	✓	
Screen Doors		✓	✓	
Garage Doors	✓			
Electric supply boxes	✓			If the box only services the unit it is limited common area
Gas lines	✓			
Water faucets (Exterior)	✓			
Roofs	✓			

Gutters and downspouts	✓			
Wood decks and patios		✓	✓	
Outdoor pest control	✓			
Balconies		✓	✓	
Driveway	✓			
Sidewalks	✓			
Interior				
Attic vents and screens	✓			
Flooring in the Unit		✓	✓	
Roof leaks	✓			
Firebox and flue	✓			Interior surfaces of the fireplace are owner responsibility
Indoor vents (Dryer)		✓	✓	
Window Interior		✓		Interior washing is an owner responsibility
Smoke detectors		✓		
Garage door opener		✓	✓	
Interior walls		✓	✓	CAM required if modification is more than finish
Utilities				
Air conditioning units (condenser included)		✓	✓	Owners must get approval to install an air conditioner
Furnaces and heating		✓	✓	
Hot water heaters		✓	✓	
Water lines	✓			
Phone lines		✓		
Gas lines	✓			
Electric lines	✓			
Sewage systems	✓			
Common Areas				
Yards/lawns	✓			
Landscaping and trimming	✓			
Fences	✓			
Dog Waste		✓		
Garbage containers		✓	✓	Deck garbage bin detail in CAM guidelines
Parking lots	✓			
Trash collection	✓			
Snow removal	✓			